



Francine Trout, Administrator

Who are we?

Howard County's workforce development office which provides employment and training services.

We are a partner at the Columbia Workforce Center:

- Supply - individuals seeking employment
- Demand - businesses of all sizes
- Primarily funded through federal grants (WIOA)
- Mid-Maryland Workforce Development Board (Howard and Carroll Counties) – 51% private sector



Who is our talent?

Talent ranges from GED to PhDs

Talent reflects the demographics of Howard County

- Professionals
- Laid off individuals
- Youth
- Mature workers
- Returning workers
- Veterans
- Ex-offenders
- English language learners
- Individuals with disabilities



Job Seeker Services

Adults

- Career counseling
- Assessments
- Essential skills
- Resume development
- ABE/GED/ESL
- Labor market information
- Occupational skills training
- Career pathing
- Job search workshops (resume, interviewing, social media, specialized workshops)
- Referral & job placement assistance
- mwejobs.maryland.gov

job seeker services



Job Seeker services cont.

Youth

- Career and employment coaching
- **High school diploma attainment**
- **Occupational skills training**
- Tutoring
- Financial literacy
- Leadership
- **Work experience**
- Job search preparation
- **Summer youth program**
- Youth job fair



Priority Industries

Key Findings of the Baltimore Talent Development Pipeline Study - **There are 39 occupations in the six sectors that are mid-skilled occupations where workers can progress into a position earning a living wage.**

Healthcare	Construction	IT / Cybersecurity	Transportation & Logistics	Manufacturing	Business Services
<ol style="list-style-type: none"> 1. Medical Assistants 2. Medical Records and Health Information Technicians 3. Pharmacy Technicians 4. Surgical Technologists 5. Radiologic Technologists and Technicians 6. Medical and Clinical Laboratory Technicians 7. Licensed Practical and Licensed Vocational Nurses 8. Emergency Medical Technicians and Paramedics 9. Registered Nurses 10. Respiratory Therapists 11. Dental Hygienists 	<ol style="list-style-type: none"> 1. Electricians 2. Plumbers, Pipefitters, and Steamfitters 3. Carpenters 4. Operating Engineers and Other Construction Equipment Operators 5. Highway Maintenance Workers 6. Brickmasons and Blockmasons 7. Glaziers 8. Elevator Installers and Repairer 9. Heating, Air Conditioning, and Refrigeration Mechanics and Installers 	<ol style="list-style-type: none"> 1. Computer Support Specialists* 2. Computer Systems Analysts* 3. Network and Computer Systems Administrators 4. Information Security Analysts, Web Developers, and Computer Network Architects 	<ol style="list-style-type: none"> 1. Industrial Truck and Tractor Operators 2. Heavy and Tractor-Trailer Truck Drivers 3. Cargo and Freight Agents 4. Dispatchers 5. Bus and Truck Mechanics and Diesel Engine Specialists 	<p>Although the BMC did not indicate manufacturing in their report, Maryland has identified manufacturing as an industry that is growing and offers mid-skilled occupations where workers can progress into a position earning a living wage.</p>	<ol style="list-style-type: none"> 1. Tax Preparers 2. Human Resources Assistants 3. Hazardous Materials Removal Workers 4. Environmental Science and Protection Technicians, Including Health 5. Civil Engineering Technicians* 6. Electrical and Electronics Engineering Technicians* 7. Mechanical Engineering Technicians 8. Other Engineering Technicians 9. Architectural and Civil Drafters 10. Mechanical Drafters*

* Note: Also a top manufacturing occupation

Business Solutions

Business solutions team – develop relationships and provide excellent customer service

Recruitment and job fairs

- Individual businesses
- Industry specific Job Fairs
 - ✓ In-demand
 - ✓ Transportation/Logistics, IT, Financial Services, Protective Services, Healthcare, Hospitality and Youth job fairs in this past year
- Maryland Workforce Exchange mwejobs.maryland.gov
- Assessments
- Access to labor market information

Business Solutions

- Workforce retention analysis
- Pre-screening
- Office space or conference rooms
- Connections to tax credit information
- Rapid Response



Business Solutions

Workforce Training Funds- *access to workforce training funds must be approved by the Office of Workforce Development in advance.*



Business Solutions

Incumbent Employee Training

- Priority for companies with 50 employees or less,
 - ✓ In-demand industries in Mid-Maryland
 - ✓ Upgrade the skills of a current employees while creating opportunities for new hires
 - ✓ or averting a layoff
- Training is allowable for full-time benefitted employees only.
- Employees must have at least six months of employment with the company.
- Funds may be available for up to 50% reimbursement for training that leads to a recognized credential.

Business Solutions

On the Job Training (OJT)

- Reduce training costs in occupations where skilled, qualified employees are unavailable.
- Direct reimbursement of a pre-determined portion of the trainee's hourly starting wage.
- Compensation for the extraordinary cost associated with training participants and potentially lower productivity of the participants while in OJT.
- Potential employee must be eligible for grant funds.



Apprenticeship

Apprenticeship is an earn-and-learn strategy combining on-the-job training with related (classroom) instruction, blending the practical and theoretical aspects of training for highly-skilled occupations.

1. Employer Involvement

- Programs *start* with employer needs
- Employers are the foundation for the program

1. Structured and Supervised On-the-Job Training (OJT)

- Provided by sponsor/employer
- Competencies are attained through a minimum of 2,000 hours of On-the-Job Training

2. Related Instruction (RI)

- The classroom training or associated curriculum (144 hours per year)

3. Rewards for Skill Gains

- Progressive wage increases as apprentice increases proficiency

4. National Occupational Credential

- RA Completion Certificate is a recognized post-secondary credential under WIOA
- Stackable and portable

Some of our Partners

- Maryland Department of Labor (DLLR)
- Maryland Vocational Rehab Office (DORS)
- Howard Community College
- Department of Social Services (DSS)
- HCPSS
- Other workforce areas
- Community Action Council
- Corrections
- Economic Development
- Chamber of Commerce
- US Department of Labor
- Department of Community Resources and Services
- Library



Questions?